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16 March 1954

MEMORANDUM FOR: Acting Deputy Director (Administration)

SUBJECT : Revised Table of Organization for [REDACTED] 25X1A8a

1. The attached Table of Organization for [REDACTED] (TAB A) 25X1A8a reflects the revision of the organization and assignment of responsibilities, which was developed to provide a better balanced organization and improved distribution of functions, and which was informally coordinated with representatives of the Management Improvement Staff and the Office of Personnel during the developmental stage.

25X1A8a 2. The Division Chiefs and Executive Officer, in collaboration with MIS, have developed functional statements for the divisions and the mission and over-all functions of the [REDACTED] for review of the Chief, [REDACTED] 25X1A8a Although this review is not entirely complete, it is probable that there will be no changes in the functional statements which will affect the T/O.

3. Figures furnished by the Chief, Budget Division, reveal that the proposed T/O would cost less than the present T/O, due to minor changes in the grade structure, although the Chief, [REDACTED] 25X1A8a indicates there is no change in grades from the current approved T/O. (Contact between MIS and the [REDACTED] 25X1A8a revealed that what was meant was no change except downgrading of some slots.)

4. On 8 February 1954 the Assistant Director for Personnel recommended approval of the T/O except for listing the Deputy Chief at the approved level of GS-15 rather than the proposed GS-17. However, on 9 February 1954 the Chief, Classification and Wage Division approved the slot as GS-17 by T/O Change Authorization No. 927, indicating approval of DCI pending.

5. The concurrence in the attached proposal by the Assistant Director for Personnel is shown in TAB B.

25X1A8a 6. Approval of the total [REDACTED] T/O as submitted is recommended, subject to approval of the GS-17 slot now pending with the DCI.

[REDACTED]
EDWARD R. SAUNDERS
Comptroller

FOIAb3b

Attachments:

TAB A - T/O for [REDACTED]
TAB B - Concurrence in the
attached proposal
by the Asst. Dir.
for Personnel
shown.

25X1A8a

APPROVED:

Date: 27 Mar 57

[REDACTED]

FOIAb3b

L. K. WHITE
Acting Deputy Director
(Administration)

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JAN 14 1954

MEMORANDUM FOR: Chief of Administration, DD/P

SUBJECT : Revised Table of Organization for [REDACTED] 25X1A8a

1. The attached T/O for the [REDACTED] is submitted for consideration. 25X1A8a

2. Changes reflected in the new T/O are:

a. Abolition of [REDACTED] and Logistics Divisions. 25X1A8a

b. Establishment of [REDACTED]. 25X1A8a

c. Transfer of Logistics Division functions and slots to [REDACTED] 25X1A8a

d. Transfer of two slots from [REDACTED] 25X1A8a

25X1A8a

25X1A8a

3. The new organizational concept and T/O changes were informally coordinated with Mr. [REDACTED] of Organization and Management Division and Mr. [REDACTED] of Classification and Wage Division. Both are of the opinion that it is an improved organizational arrangement. 25X1A9a

25X1A9a

4. There is no change in the overall functions assigned to the [REDACTED] and the total of [REDACTED] positions does not exceed the personnel authorization established for the [REDACTED] nor is there any change in grades in the current approved T/O. 25X9A2 25X1A8a

25X1A8a

5. It is recommended that the amended T/O attached be approved at the earliest possible date.

25X1A9a

Chief, [REDACTED]

25X1A8a

1 Enclosure
As stated above

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-8 FEB 1954

MEMORANDUM FOR: Acting Deputy Director (Administration)

THRU : Comptroller

25X1A8a

SUBJECT : Proposed Table of Organization for the
[REDACTED], Deputy Director (Plans)

REFERENCE : Memorandum for Chief of Administration,
DD/P from Chief, [REDACTED], 25X1A8a
dated 14 January 1954 (enclosed)

25X1A8a

1. Classification review of the proposed T/O for the
[REDACTED] indicates that the grade pattern incorpo-
rated therein is substantially in accord with that approved
on December 10, 1953. In the organizational realignment
proposed, the [REDACTED]

25X1A8a

[REDACTED] is to be divided into two (2) separate com-
ponents, the [REDACTED]

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25X1A8a

The GS-16 allocation approved for the position of Chief,
[REDACTED] is transferred in the proposal to the position of
Chief, [REDACTED]. Although the [REDACTED] planning
function is to be removed from the latter position under the
revised organizational concept, the remaining functions are
considered sufficient to warrant retention of the GS-16 allo-
cation. The remainder of the grade pattern utilizes the
grades previously approved, although many of them are shown
in a revised organizational context. Based on the functional
alignment indicated in the proposal, the grades recommended
are considered adequately substantiated.

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25X1A8a

2. The grade of the position of Deputy Chief, [REDACTED]
[REDACTED], shown in previous T/O's as having been recommended
for approval at GS-17, but which has not yet been approved at
that level, should be listed on the revised T/O at the currently
approved level of GS-15. This parallels action taken with
respect to supergrade levels in other components of DD/P, in
which approved grades rather than recommended grades are being
shown. The present incumbent of the position is of military
rank and hence will be unaffected by the change.

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3. It is understood that new functional statements are being prepared to reflect the responsibilities and delegations of the new organization. Should any unforeseen changes occur by virtue of these revised statements, subsequent grade adjustments may become necessary.

4. It is recommended that, with the exception of the Deputy Chief position, as noted in paragraph 2 above, the grade pattern incorporated in the subject proposal be approved as presented.



25X1A9a

Assistant Director for Personnel

Enclosure:
As Stated

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